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## PLANNING COMMISSION MEETING AGENDA

Duvall Visitor Center  
15619 Main Street NE, Duvall, WA 98019  
Wednesday, February 12, 2020, at 7:00 p.m.

1. **Call to Order – Flag Salute**
2. **Roll Call**
3. **Approval of the Agenda**
4. **City Staff Announcements**
5. **Approval of Minutes**
  - a) Minutes from the January 22, 2020 Planning Commission Meeting
6. **Citizens' Comments**
7. **Presentation**
  - a) Community Development Department 2020 Work Program  
*Presentation/Discussion – T. Davis*
  - b) Current Development Update  
*Presentation/Discussion – T. Davis*
8. **Public Hearing(s) - None**
9. **Unfinished Business - None**
10. **New Business - None**
11. **Good of the Order**
12. **Adjournment**

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*Next Meeting: Wednesday, February 26, 2020*

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### Attachments

- Minutes from the January 22, 2020 Planning Commission Meeting
- Community Development Department 2020 Work Program Packet
- Current Development Map

*(Please call Troy Davis 425-939-8078 if you have any questions or if you cannot attend the meeting.)*

**Meeting Room is Wheelchair Accessible. Americans With Disabilities Act - Reasonable Accommodations Provided Upon Request - (425) 788-2779**



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**Meeting Minutes**  
**City of Duvall Planning Commission Meeting**

**Date:** January 22, 2020

**Time:** 7:00 PM

**Place:** Duvall Visitor Center, 15619 Main Street NE, Duvall WA 98019

**Commissioners Present:** Jim Deal, Elaine Sawyer, Mike Supple, Michael Yelle, Eric Preston

**Commissioners Absent:** Ronn Mercer

**Staff Present:** Troy Davis, Senior Planner; Stephanie Goodwin, Utility Billing Clerk

**1. Call to Order – Flag Salute**

The Planning Commission meeting was called to order by Commissioner Yelle at 7:04 PM.

**2. Roll Call**

**3. Approval of the Agenda**

It was moved and seconded (*Deal/Supple*) to approve the agenda for the January 22, 2020 Planning Commission meeting. The motion passed 5-0.

**4. Announcements**

Troy Davis, Senior Planner, reminded Planning Commission to complete their training for the Short Course on Local Planning. Mr. Davis notified Planning Commission that the City has currently received two applications for the vacant Planning Commission position and interviews would be coming up shortly. Mr. Davis said the 2020 Planning Work Program will include Shoreline Master Plan Update, Floodplain Ordinance Update and other items that will be presented to Planning Commission at a future date. Mr. Davis notified the Commissioners that City Council passed the Riverview School District 10% petition at their last meeting.

**5. Adoption of Minutes**

It was moved and seconded (*Deal/Supple*) to approve the minutes from the January 8, 2020 Planning Commission meeting. The motion passed 5-0.

**6. Comments from Audience**

None.

**7. Presentation**

None.

**8. Public Hearing(s)**

None.

**9. Unfinished Business**

None.

**10. New Business**

**a. Design Review for Pulte 65 Degrees (File #SU18-002 & SPR18-005) Residential Development.**

Chairperson Yelle opened the design review for 65 Degrees at 7:09 p.m.

Troy Davis, Senior Planner, gave a brief introduction of the project and stated that this design review was for the architecture and landscaping of the project.

Rae Hauff, Milbrandt Architects, Inc., gave a presentation on the architecture of the buildings within the project.

Simone Oliver, Landscape Architect, Altmann Oliver Associates, LLC, gave a presentation on the landscape proposed within the project.

Public Comments: none

Staff Comments: none

Commissioners asked various questions regarding both architecture and landscaping for the project. Matt Hough, Civil Engineer, CPH Consultations, answered questions regarding groundwater and drainage. Ms. Oliver answered questions regarding landscaping and tree retainage. Mr. Davis answered questions regarding design standards and tree thresholds.

Planning Staff recommended that the Planning Commission make a recommendation of approval of Exhibit 6 (building elevations and colors) subject to certain conditions and approval of Exhibit 13 (landscape plan) subject to certain conditions to the Hearing Examiner.

Planning Commissioners asked for clarification on a motion. Discussion ensued regarding the recommended conditions for Exhibit 13. Mr. Davis explained that if the Planning Commission wanted to review the active and passive recreation amenities and mailbox structure as recommended in the staff conditions for Exhibit 13, that the Commission could defer a decision until the next meeting after the Planning Commission had a chance to review those proposals by the Applicant or the Planning Commission could defer review of those items to Planning Staff.

Chairperson Yelle closed the design review for 65 Degrees at 8:01 p.m.

Chairperson Yelle asked the commission if there was a motion to recommend approval of Exhibits 6 and 13 as conditioned in the staff report to the Hearing Examiner with the

exception that the conditions for Exhibit 13 would be reviewed by Planning Staff instead of the Planning Commission. It was moved and seconded (*Deal/Preston*). The motion passed 5-0.

**b. Cottage Housing Ordinance**

Troy Davis, Senior Planner, gave a background presentation regarding the 2016 Cottage Housing Demonstration Ordinance.

Garrett Charlson, Duvall resident, spoke about how he feels how the community welcomes Cottage Housing and how they are become more prominent within the valley.

**11. Good of the Order**

None.

**12. Adjournment**

The meeting was adjourned at 8:47 p.m.

DRAFT

# **AGENDA ITEM 7a**

<Under Presentation>

## **2020 Work Program**

### **Inclusive of the following materials:**

1. 2020 Work Program

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*This item is for discussion only.*

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## Community Development: 2020 Work Plan and Tasks

GOAL		JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC
<b>Policy Work: Planning</b>					
OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>Shoreline Master Program Update</b>	Lara	Coordinate with DOE PW Review of SMP Draft DOE Review PC/CC Work Shop SEPA	<b>PC Action:</b> PH and Recommendation <b>Council Action:</b> PH and Decision <b>DOE Action:</b> final approval		
<b>Update SEPA Policy DMC 14.08</b>	Lara			Research and Develop Draft Policy PC and CC WS SEPA	<b>PC Action:</b> PH and Recommendation <b>Council Action:</b> PH and Decision
<b>Update Final Plat Policy DMC 14.08</b>	Lara			Research and Develop Draft Policy PC and CC WS SEPA	<b>PC Action:</b> PH and Recommendation <b>Council Action:</b> PH and Decision
<b>2020 CPA</b>	Troy		<b>PC Action:</b> PH and Recommendation <b>Council Action:</b> PH and Decision		
<b>Tree Protection Policy Review and Recommendations</b>	Troy			<b>PC Action:</b> PH and Recommendation <b>Council Action:</b> PH and Decision	

<b>CUP Review and Update</b>	Lara		Research and Develop Draft Policy PC and CC WS SEPA	<b>PC Action:</b> PH and Recommendation <b>Council Action:</b> PH and Decision	
<b>Sign Code Update</b>				<b>PC Action:</b> PH and Recommendation <b>Council Action:</b> PH and Decision	X
<b>Floodplain Ordinance Update</b>	Troy	Research and Develop Draft Policy PC and CC WS SEPA	<b>PC Action:</b> PH and Recommendation <b>Council Action:</b> PH and Decision		
<b>Cottage Housing Ordinance</b>	Troy	X	Research and Develop Draft Policy PC and CC WS SEPA	X <b>PC Action:</b> PH and Recommendation <b>Council Action:</b> PH and Decision	X
<b>Land Use Permit Applications Update</b>	Troy	X	X	X	X

## Policy Work: Building

OBJECTIVES	LEAD/TEAM	Q1 TASKS	Q2 TASKS	Q3 TASKS	Q4 TASKS
<b>2018 Building Code Amendments</b>	<b>Brian</b>	Review Final State adoptions and amendments.	Research/ Develop Draft Title 10 Amendments of 2018 Codes	<b>Council Action:</b> Adoption of 2018 codes and amendments	X
<b>Code Enforcement Policy/ Procedures</b>	<b>James</b>				
<b>2018 Fire Code Amendments</b>	<b>Brian</b>	Review Final State adoptions and amendments	Research/ Develop Draft Title 10.01.060 Amendments of 2018 Code	<b>Council Action:</b> Adoption of amendments	X
<b>Fire ILA Update</b>	<b>Brian</b>	Cross-train FD 45 for residential sprinkler inspections	Special Event Training for FD 45	X	X
<b>Building Submittal/ Final form Update</b>	<b>Melanie/ James</b>				
<b>DMC Title 10 Section 109.3 Plan Review Fees</b>	<b>Melanie</b>				

<b>Training</b>					
<b>OBJECTIVES</b>	<b>LEAD/TEAM</b>	<b>Q1 TASKS</b>	<b>Q2 TASKS</b>	<b>Q3 TASKS</b>	<b>Q4 TASKS</b>
<b>Melanie</b>					WCIA Supervisor Training
<b>James</b>		ICC Residential Mechanical ICC Residential Plan Examiner		WCIA Supervisor Training	
<b>Troy</b>			FEMA Training	AICP Certification WCIA Supervisor Training	AICP Certification
<b>Lara</b>			LRI Training	Washington State PD Conference	
<b>Brian</b>		ICC CBO WABO Training		ICC CBO	

# **AGENDA ITEM 7b**

<Under Presentation>

## **Current Development Update**

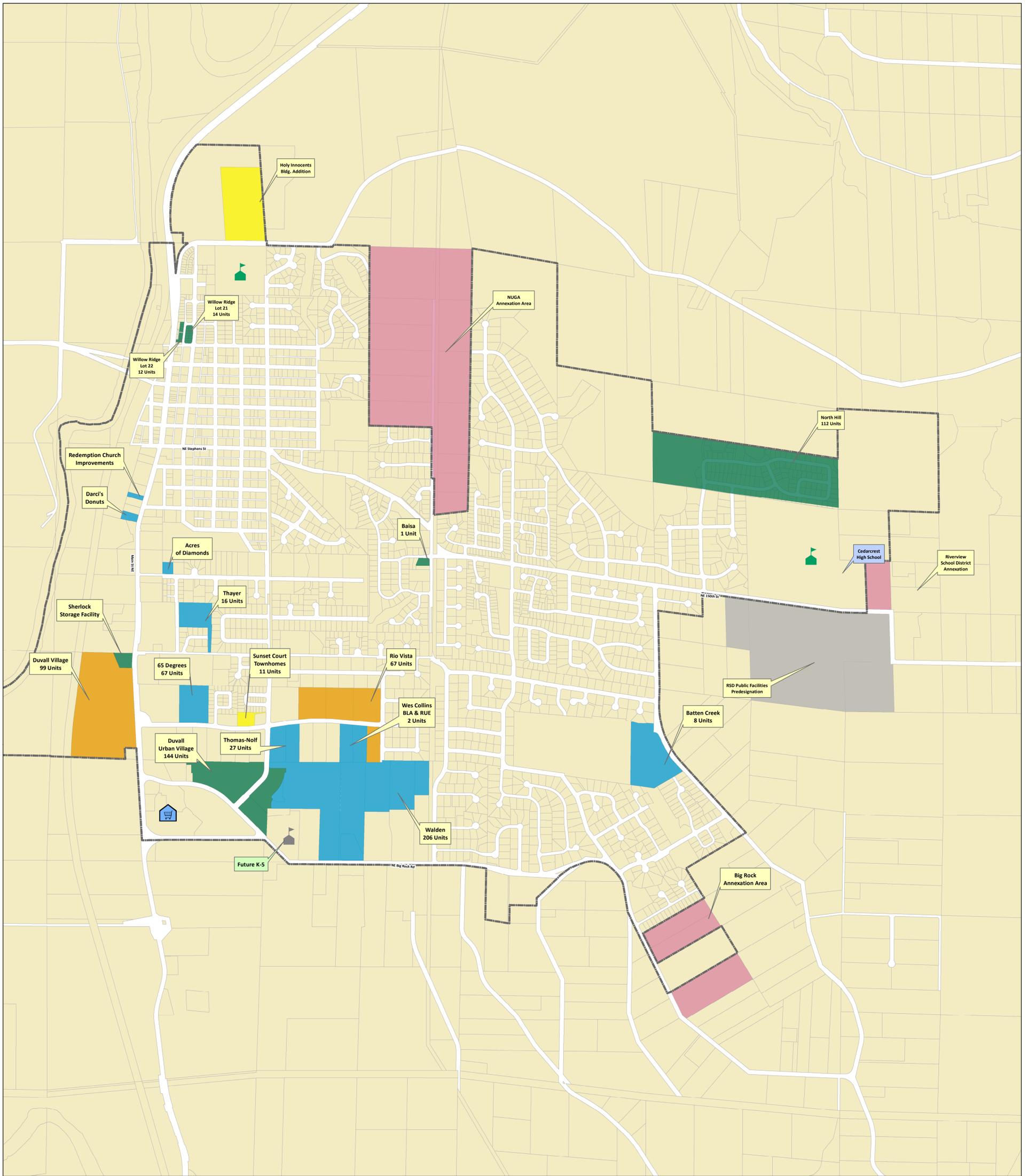
### **Inclusive of the following materials:**

1. Current Development Map

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*This item is for discussion only.*

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**2020 Current Development Map**

January 2020

**Residential Developments Under Review (more process before ready to build homes)**

Development Name	Current Status	Current Zoning	Application/DA Date (Vesting)	Preliminary Plat Approval	Final Plat Approval	Vesting to Final Plat	Size (Acres)	Total Units
Duvall Urban Village	Legal Lot - Home Construction	MU-12 (12 Units/Acre)	39804	6/16/2010	43753	>10 Years	23.30	144
Duvall Village	Legal Lot - Home Construction	MU-12 (12 Units/Acre)	2001 Agreement - 4/18/2014	7/6/2015	43809	>17.5 Years	34.30	99
Rio Vista	Pending Minor Modification	R-8 (8 Units/Acre)	42171	8/12/2016	Future Submittal	>2 Years	12.70	67
Sunset Court	Pending Preliminary Plat	R12 (12 Units/Acre)	42451	Under Review	Future Submittal	>2 Years	1.02	11
Pulte 65 Degrees	Pending Preliminary Plat	R20 (20 Units/Acre)	43356	Under Review	Future Submittal	>2 Years	4.50	67
Walden	Pending Preliminary Plat	R-8 (8 Units/Acre) & MUI (Agreement - 12/14/2007)	43374	Under Review	Future Submittal	>10.5 Years	38.54	206
Thayer Subdivision	Pending Preliminary Plat	R4.5 (4.5 Units/Acre)	43374	Under Review	Future Submittal		3.69	16
Batten Creek Subdivision	Pending Preliminary Plat	R4 (4 Units/Acre)	43383	Under Review	Future Submittal		9.40	8
Thomas-Nolf Subdivision	Pending Preliminary Plat	R-8 (8 Units/Acre)	43420	Under Review	Future Submittal		4.46	27
Wes Collings	Pending H.E Approval	R-8 (8 Units/Acre)	43430	Under Review	Future Submittal		2.50	2
<b>Total</b>							<b>134.41</b>	<b>647</b>

**Legal Lots (Ready to Build Homes)**

Development	Current Status	Current Zoning	Application/DA Date (Vesting)	Preliminary Plat Approval	Final Plat Approval	Vesting to Final Plat (Years, Ave= 10.3)	Size (Acres)	Total Lots	Building Permits Issued
North Hill	Legal Lots	R-4 (4 Units/Acre)	7/19/2007	7/16/2009, 2/3/14 Amended	1/7/2017	9.5	40.00	112	112
Willow Ridge - Lot 21	Legal Lots	R-12 (12 Units/Acre)*	1997	7/23/1998	10/24/2013	16	0.55	14	14
Willow Ridge - Lot 22	Legal Lots	R-12 (12 Units/Acre)*	1997	7/23/1998	11/14/2013	16	0.62	12	0
Balsa	Legal Lots	R-4 (4 Units/Acre)	7/24/2007	3/7/2008	5/31/2016	8.8	0.62	1	1
Ridge at Big Rock-Phase 1	Legal Lots	MU-12		6/17/2010	10/15/2019			45	
Ridge at Big Rock-Phase 2	Legal Lots	R-12						99	
Duvall Village	Legal Lots	MU-12						99	
<b>Total</b>							<b>41.79</b>	<b>382</b>	<b>127</b>

- Legal Lot (Home construction in 0 to 2 years)
- Plat Construction (Home construction in 1 to 3 years)
- Construction Drawing Review (Home construction in 2 to 4 years)
- DA/P-Plat (Home construction in 3 to 10 years)
- Future Annexation Area
- Comprehensive Plan Amendment
- City Limits
- Parcels



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